

**SCANNED FIELD BOOK LOCATION & SAMPLE**

Records tracks the location of field survey books. Some field books for newer projects are being scanned and stored in an 'SDR Files' folder under the \Prj directory of the specific project.

E.g. N:\CADD\PBT\BARRINGTON\16402\Cadd\Prj\SDR Files\FieldBookNotes

There is also an Access database for searching/locating field books:

G:\DATABASE\BUR34\Fieldbooks.mdb

Original Field books are produced by the survey crew, turned over to Preliminary Design for CADD plan production, then passed on to the Highway Design team who stores them until the project is archived to Records. A "Survey Field Book Routing Slip" should be used to keep track of field book locations.

A sample of a field book page follows:

